

RAISIN REGION CONSERVATION AUTHORITY
BOARD OF DIRECTORS
MINUTES
RRCA ADMINISTRATION BUILDING
18045 County Rd. 2, Cornwall, ON

PRESENT: Bryan McGillis, South Stormont, Chair
Andrew Guindon, South Stormont
Jacques Massie, North Glengarry
Carilyne Hebert, City of Cornwall
Claude McIntosh, City of Cornwall
Martin Lang, South Glengarry
Lachlan McDonald, South Glengarry
Adrian Bugelli, North Stormont

STAFF: Alison McDonald, General Manager / Secretary-Treasurer
Josianne Sabourin, Administrative Assistant
Phil Barnes, Team Lead, Watershed Management
Sandy Crites, Finance Officer
Brandon Jacobs, Stewardship Specialist
Pete Sabourin, Team Lead, Field Operations
Lisa Van De Ligt, Team Lead, Communications and Stewardship

CALL TO ORDER

Bryan McGillis, Chair, called the meeting to order at 9:00 am.

LAND ACKNOWLEDGEMENT

A Land Acknowledgement was read, recognizing that the meeting is taking place on the traditional territory of the Haudenosaunee peoples, the Mohawks of Akwesasne, original keepers of this land, past and present. The acknowledgement included gratitude for the opportunity to gather and thanks to all generations who have cared for the land for thousands of years.

APPROVAL OF THE AGENDA

RESOLUTION #70/25: Moved by: Jacques Massie
Seconded by: Adrian Bugelli

THAT the agenda be approved as presented, with the addition of a Closed Session item, following Delegations/Presentations.

CARRIED

DECLARATION OF CONFLICT OF INTEREST

None

DELEGATIONS / PRESENTATIONS

Staff presented Project Updates through a power point presentation.

CLOSED SESSION

RESOLUTION #71/25: Moved by: Lachlan McDonald
Seconded by: Martin Lang

THAT the Board of Directors move into Closed Session to discuss personnel matters.

CARRIED

RESOLUTION #72/25: Moved by: Adrian Bugelli
Seconded by: Andrew Guindon

THAT the Board of Directors move to Open Session.

CARRIED

RESOLUTION #73/25: Moved by: Andrew Guindon
Seconded by: Martin Lang

THAT the Chair be authorized to finalize the General Manager's performance review.

CARRIED

APPROVAL OF MINUTES

RESOLUTION #74/25: Moved by: Adrian Bugelli
Seconded by: Jacques Massie

THAT the minutes of September 4, 2025, meeting of the Raisin Region Conservation Authority be approved.

CARRIED

NEW BUSINESS

STRATEGIC ACTION PLAN ACTION ITEM 1.3 A) NEW CONSERVATION AREA

RESOLUTION #75/25: Moved by: Andrew Guindon
Seconded by: Adrian Bugelli

THAT the Board of Directors direct staff to develop a conservation area business case for Lakeview Marsh, as per the 2025-2028 RRCA Strategic Action Plan action item 1.3 a).

CARRIED

STRATEGIC ACTION PLAN ACTION ITEM 2.1 A) PUBLIC EVENTS LIST

RESOLUTION #76/25:

Moved by: Carilyne Hebert
Seconded by: Andrew Guindon

THAT the Board of Directors receive a list of annual priority community events for RRCA staff to participate in, as per the 2025-2028 RRCA Strategic plan action item 2.1 a).

CARRIED

DRAFT BUDGET - OVERVIEW

RESOLUTION #77/25:

Moved by: Claude McIntosh
Seconded by: Carilyne Hebert

THAT the Board of Directors accept the 2026 draft budget overview.

CARRIED

RRCA FEE POLICY AND FEE SCHEDULE

RESOLUTION #78/25:

Moved by: Lachlan McDonald
Seconded by: Martin Lang

THAT the Board of Directors approve the 2026 Fee Schedules, as presented.

CARRIED

SEED MIX PURCHASE FOR GRASSLAND AND WETLAND PROJECTS

RESOLUTION #79/25:

Moved by: Lachlan McDonald
Seconded by: Martin Lang

THAT the Board of Directors approve the purchase of grass seed for the RRCA's 2025 and 2026 stewardship services to an upset limit of \$150,000 plus delivery and HST.

CARRIED

FUTURE MEETINGS

RRCA Board of Directors starting at 9:00 am – Nov. 6 (TBD), Dec. 4, Jan 8, Feb 5

ADJOURNMENT

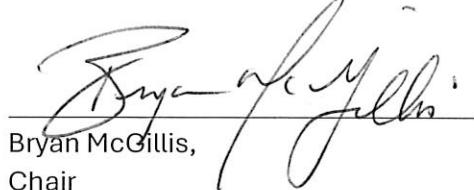
RESOLUTION #80/25:

Moved by: Martin Lang

Seconded by: Lachlan McDonald

THAT the Board of Directors meeting of October 2, 2025, be adjourned.

CARRIED


Bryan McGillis,
Chair


Alison McDonald,
General Manager / Secretary-Treasurer